



**City of Hermosa Beach**  
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Received By: CC  
 Referred To: PW  
 Date Referred: 10-2-17

## Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

<b>Name (please print):</b> Andrea McColl		<b>Email:</b> andrea@benutech.com
<b>Address:</b> 1015 N. Michillinda Ave. #107		<b>Phone:</b> (310)908-2373
<b>City:</b> Pasadena, CA 91107		<b>Fax:</b>

### Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) **Submit all requests to the City Clerk's Office.**

City Council Resolutions 99-5990, 99-5991, and 04-6339, and their attachments (and with blanks filled in)

Final Engineer's Report for Assessment District No. 2004-1 (and, if available, 1997-1 and 1997-2)

Certificate of Paid and Unpaid Assessments for Assessment District 2004-1

(I've included more detailed descriptions of these documents in the email to which this form is attached)

Any recent reports describing the status of the projects for these assessment districts (Beach Drive 2004-1, Myrtle Ave 1997-1, and Loma Drive 1997-2)

Thanks!

Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Andrea McColl

9/28/2017

**Signature**

**Date**

### For Departmental Use Only:

**Action Requested:**

Review Only

Copies Requested

**Action Taken:**

Document Reviewed

Copies Provided

Refusal/Reason

**By**

**Date**

Non-Existent Document

Other (Please Explain)

### For City Clerk's Use Only:

**Date Requestor Notified**

**Notified By:**

**Date Picked Up or Mailed**

## Lizanne Castillo

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**From:** Andrea McColl <andrea.e.mccoll@gmail.com>  
**Sent:** Thursday, September 28, 2017 8:50 PM  
**To:** Lizanne Castillo  
**Subject:** Public Records Request  
**Attachments:** Public Records Request-revised 020117.pdf

Greetings,

I've attached the form for my public records request to this email, and have included more details about the documents below.

If these documents are available in digital form, that would be far preferable to physical copies, but any information would be incredibly helpful.

Thank you in advance,  
Andrea McColl

The records I would like copies of include:

- **City Council Resolution 99-5990 and 99-5991** (Resolutions of Intention for the formation of the Myrtle Ave and Loma Drive Utility Undergrounding Districts)

- **City Council Resolution 04-6339** and its attachments, including the Affidavit of Assessment, Notice of Assessment, Notice of Recordation of Assessment, and the Statement of Amount of Assessment (*Specifically, we need the filled out version - we have a copy of the resolution from the minutes of the meeting, but most of the important information has been left blank in that copy*)

- **Final Engineer's Report** for Assessment District No. 2004-1 (as described in City Council Resolution 04-6339: "a final Engineer's report (the 'Final Report') has been prepared setting forth the Improvements to be acquired and constructed and the adjusted assessments, if any, and the Final Report has been filed with the City Council")

- **Certificate of Paid and Unpaid Assessments** for the Beach Drive Undergrounding District 2004-1 (made reference to in the staff recommendation of July 22, 2004, for the City Council Meeting on July 27, 2004: "The resolution determining the amount of unpaid assessments is attached, however, since the prepayment period extends to July 26, 2004, the amounts are blank. Staff will tally the total assessments prepaid at the end of the day on July 26 and forward the information to the City Council on July 27, 2004 in the form of the attached Certificate of Paid and Unpaid Assessments...")

- Any recent reports describing the status of the projects for these Assessment Districts (Beach Drive 2004-1, Myrtle Avenue 1997-1, and Loma Drive 1997-2)